UNITED STATES DEPARTMENT OF THE INTERIOR BUREAU OF LAND MANAGEMENT

Office of Fire and Aviation 3833 South Development Avenue Boise, Idaho 83705-5354

November 7, 2001

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To: State Directors

From: Director, Office of Fire and Aviation

Subject: Taking Care of Our Own: Line of Duty Death Training for Agency Administrators

and Fire Managers DD: January 21, 2002

Once again, we are offering the "Taking Care of Our Own" training for agency administrators and fire managers. The purpose of this short (8-hour) course is to provide guidance on how to deal with surviving family members and coworkers when a firefighter dies in the line of duty.

The target audience for this course is agency administrators from Field Office Managers to State Directors, and fire managers including Field Office and State Office fire management officers. The training session will be held February 20, 2002, at BLM's National Training Center in Phoenix, Arizona.

This is an interagency course with 42 slots available, of which the BLM has seven. Those who are not selected to attend this course may have other opportunities to attend courses sponsored by the National Fallen Firefighters Foundation at a later date.

Once you have identified personnel from your area who should attend this course, please respond to this memorandum with their names, title, home unit, addresses, phone numbers and their past experience with a line of duty death. **The nomination deadline is January 21, 2002**. There is no pre-work for the course, however a review of the *NWCG Agency Administrator's Guide to Critical Incident Management* is advised.

Nominations, correspondence or questions should be referred to Janelle Smith, BLM-NIFC External Affairs by e-mail at <u>janelle smith@nifc.blm.gov</u> or by phone at 208-387-5473.

Signed by: Authenticated by:

Timothy M. Murphy Pat Lewis

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